

Rural Neighborhoods Internship Application

giving@ruralneighborhoods.org

PERSONAL INFORMATION

Full Name

Date

Primary Email

Alternate Email

Permanent Address (include apartment number)

City

State

Zip Code

Home Telephone #

Additional Telephone #

Current Address same as Permanent Address above

Current Address (include apartment number)

City

State

Zip Code

EDUCATION

<i>Institution</i>	<i>Dates Attended</i>	<i>Degree/Major</i>	<i>Graduation Year</i>

INTERNSHIP INFORMATION

Please indicate, in order of preference, the areas in which you would like to intern. For more information, please visit our website www.ruralneighborhoods.org

- Fundraising and Development Internship
- Technology Internship
- Public Policy Internship
- Special Projects

Tell us about your Special Project idea: _____

If you are not selected for one of your indicated preferences, would you like to be considered for an internship in another area/division? ___ Yes ___ No, I only want to be considered for the positions identified

Will you receive credit for your internship?

- Yes No

If yes, please tell us about any special requirements for your program.

Please indicate below if you would like to receive email communications from Rural Neighborhoods including advocacy updates and newsletter.

- Yes No

How did you learn of the internship opportunities at Rural Neighborhoods?

- College Career Center
- Online Job Posting
- Current or Former Intern or Staff
- Rural Neighborhoods Website
- Other: _____

SCHEDULE

Please check days available:

		<u>Hours Available</u>
<input type="radio"/>	Mon	_____
<input type="radio"/>	Tues	_____
<input type="radio"/>	Wed	_____
<input type="radio"/>	Thurs	_____
<input type="radio"/>	Friday	_____

Total Hours per Week: _____

Additional Documents

In addition to this applications, make sure you include the following **required** documents.
Incomplete applications will not be considered.

Cover Letter

Your cover letter should address:

- why you want to intern with Rural Neighborhoods;
- prior skills, knowledge (including course work) and employment;
- academic experience relevant to an internship at Rural Neighborhoods;
- work experience in, or passion for, housing, community development, poverty issues and advocacy;
- your immediate post-internship plans as well as your longer-term career or academic goals; and what you hope to gain from your internship experience.

Resume

In addition to education and work experience, please identify any awards, honors and accomplishments, as well as your skills and interest.

Writing Sample

Please attach a writing sample of no more than 2,500 words that demonstrates your writing, research and reasoning skills. It may be on any topic, however, applicants are encouraged to submit samples related to children, social justice, or other related topics. Class papers that are indicative of writing ability may be submitted as writing samples.

References

We require two letters of recommendation. The first letter **must** be from a professor who is familiar with your academic work. The second may be a professional or other academic contact. Your references should send their letters directly to the internship coordinator via email, fax or mail using the contact information at the bottom of this application.

*For questions, contact the internship coordinator at giving@ruralneighborhoods.org.
If you need to send hard copies of any documents, mail them to:*

Rural Neighborhoods
Attn: Internship Coordinator
POB 343529
Florida City, FL 33034